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STATE DOCUMENTS

ANNUAL REPORT

NOV 8 1974

DEPARTMENT OF  
SOCIAL AND REHABILITATION SERVICES



TO THE  
GOVERNOR OF MONTANA  
HONORABLE THOMAS L. JUDGE

FOR THE  
FISCAL YEAR ENDED

June 30, 1974

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STATE OF MONTANA  
SOCIAL AND REHABILITATION SERVICES

Helena, Montana 59601

THOMAS L. JUDGE  
Governor

THEODORE CARKULIS  
Director

October 11, 1974

The Honorable Thomas L. Judge  
Governor of Montana  
State Capitol  
Helena, Montana

Dear Governor Judge:

In accordance with the requirements of Section 82-4002, R.C.M., 1947, there is herewith transmitted to you the report of the Department of Social and Rehabilitation Services covering the fiscal year ended June 30, 1974.

One of the most important activities during the fiscal year was the transfer of the Old Age Assistance, Aid to Blind, and Aid to the Disabled categories of assistance from state administration to the new Supplemental Security Income program which is 100% federally funded from the general revenues and is administered by the Social Security Administration. Nationwide this was a massive undertaking and, in spite of much preparation for the transfer, a number of problems arose in many states, including Montana. These problems are being resolved and the program is beginning to function smoothly. This transfer was part of the national "welfare reform" effort.

The 1974 session of the Legislature enacted a program of assistance to children in families in which the father is unemployed (ADC-U). This will be effective July 1, 1975 and is an extension of the present Aid to Dependent Children program which provides financial assistance to children and families deprived of parental support for reasons other than unemployment. This important addition to the program hopefully will correct a number of deficiencies prevalent in the current program.

The 1973 and '74 sessions of the Legislature assigned major responsibilities to the Department for the administration of programs for the mentally retarded and other developmentally disabled individuals. The Department is committed to a program of community-based services and is looking forward to receiving necessary funding for the administration of these activities.

The Department appreciates your interest in and support of the human service programs and we are looking forward to a continuing period of productivity with your support and leadership.

Respectfully submitted,

A handwritten signature in cursive script that reads "Theodore Carkulis".

Theodore Carkulis, Director  
Social and Rehabilitation Services



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## AGENCY ORGANIZATION

DIRECTOR..... Theodore Carkulis

DEPUTY DIRECTOR..... Frank R. Sennett

### ADMINISTRATORS

Centralized Services Division..... Benjamin F. Johns

Community Services Division..... E. J. Malensek

Economic Assistance Division..... Jack R. Carlson

Field Services Division..... J. C. Carver

Rehabilitative Services Division..... W. R. Donaldson

Staff Development Division..... Bill Spivey

Veteran's Affairs Division..... David Armstrong, Jr.

Visual Services Division..... Emil A. Honka

### HELENA OFFICES

Centralized Services  
515 North Ewing

Rehabilitative Services  
Staff Development  
Power Block,  
6th and Main

Economic Assistance  
801 North Last Chance  
Gulch

Director's Office  
Community Services  
Field Services  
836 Front Street

Visual Services  
700 - 11th Avenue

Veteran's Affairs  
Horsky Building,  
6th and Main





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AGENCY ORGANIZATION

---

BOARD OF APPEALS  
(four year terms)

Theodore Carkulis, Chairman  
Dept. of Social and  
Rehabilitation Services  
P. O. Box 1723  
Helena, Montana 59601

Mrs. Glenn Fritzler  
Crow Agency Hospital  
Crow Agency, Montana 59022  
Term expires 1/3/77

Richard J. Andriolo  
407 North 18th Avenue  
Bozeman, Montana 59715  
Term expires 1/1/75

BOARD OF VETERAN'S AFFAIRS  
(five year terms)

Leslie Eskildsen  
Malta, Montana 59538  
Term expires 5/18/79

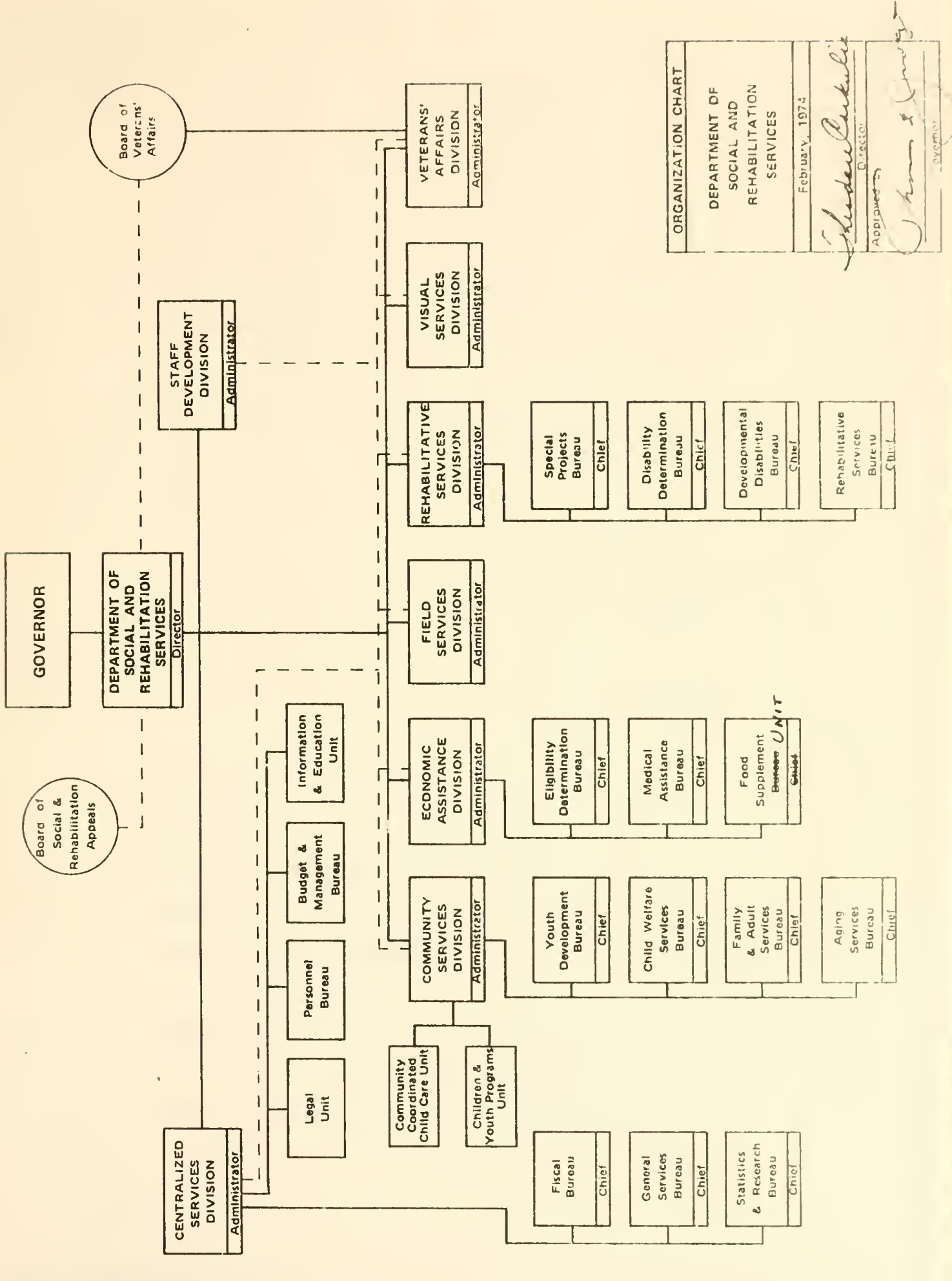
Vince Caciari  
35 Columbia Avenue  
Whitefish, Montana 59937  
Term expires 5/18/75

John L. Doyle  
121 Riverview 7 West  
Great Falls, Montana 59401  
Term expires 5/18/78

John J. McGlynn  
Whitehall, Montana 59759  
Term expires 5/18/77

John Grauman  
3436 Timberline Drive  
Billings, Montana 59102  
Term expires 5/18/76





ORGANIZATION CHART  
DEPARTMENT OF  
SOCIAL AND  
REHABILITATION  
SERVICES  
February, 1974  
*Sheldon Berkowitz*  
Director  
Approved: *John J. Smith*  
Governor



## LEGAL REFERENCES

Pursuant to the Montana Administrative Procedures Act (Title 82, Chapter 42, R.C.M. 1947) the operating policies and procedures necessary to administer statutory requirements are found in Title 46 of the Montana Administrative Code. The following manuals are in accord with the Administrative Code and contain policies and procedures, including intradepartmental procedures and instructions, and are available in all district offices and at all county welfare offices:

- Vol. II.....Social Services
- Vol. III.....Personnel Administration
- Vol. IV.....Economic Assistance
- Vol. V.....Finance
- Vol. VI.....Statistics & Research
- Vol. VII.....Claims

### Specific Legal References:

Children and Child Welfare, Title 10, R.C.M. 1947, as amended.

Food Stamp Program, P.L. 88-525, 78 Stat. 703.

Commodity Distribution, Section 1431 of Title 7, U.S.C.

Special research and demonstration projects are authorized by Federal statutes.

Rehabilitative Services, Title 41, Chapter 8, R.C.M. 1947 and P. L. 65-113, as amended by P.L. 90-341.

Youth Development Program, the Juvenile Delinquency Prevention and Control Act of 1968 (P.L. 90-445, 82 Stats. 462).



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## LEGAL REFERENCES

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Special Projects Program, Title 41, Chapter 8, R.C.M. 1947

and P.L. 65-113, as amended by P.L. 90-341.

Services to the Aged Program, Title 82, Chapter 35, R.C.M.

1947 and Title III of the Older Americans' Act of 1965

(Title 42, Chapter 35, U.S.C.).

Veteran's Affairs Program, Title 77, Chapter 10, R.C.M.

1947, Section 77-1001 to 77-1011.

Aid to Dependent Children, Section 71, 501-510, R.C.M. 1947,

42 U.S.C. 601-644.

Medical Assistance Sub-Program, Section 71, 1511-1522, R.C.M.

1947, 42 U.S.C. 1396-1396 H.

Aid to the Needy Blind, Section 71, 601-607, R.C.M. 1947,

42 U.S.C. 1201 et. seq.

Old Age Assistance, Section 71, 401-413, R.C.M. 1947, 42

U.S.C. 1381 et. seq.

Aid to the Disabled, Section 71, 1201-1210, R.C.M. 1947,

42 U.S.C. 1351 et. seq.





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## MAJOR RESPONSIBILITIES

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The Department of Social and Rehabilitation Services is a multi-function agency whose purpose is to provide the necessities of life compatible with decency and health, to provide medical assistance to needy individuals who qualify and to help these people with casework services for self-care and self-support.

The Department provides services to children and adults who are in danger of abuse or exploitation. It helps blind and partially blind individuals to become rehabilitated to the point of earning a living for themselves and their families and to gain self-confidence and independence in daily living. The Department also assists senior citizens in preparing for and enjoying the life-style of retirement. SRS provides rehabilitation services to promote the restoration of handicapped Montanans to their fullest physical, mental, vocational and social usefulness, and the Department helps veterans and their dependents in all matters concerning Veterans Administration affairs.



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## MAJOR ACCOMPLISHMENTS

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1. Increased assistance payments in an effort to off-set the impact of inflation on families receiving Aid to Dependent Children.
2. Transferred the Old Age Assistance, Aid to the Blind, and Aid to the Disabled categories of assistance from state administration to the Social Security Administration for inclusion in the new program of Supplemental Security Income.
3. Established a Field Services Division with an administrator and five regional representatives to coordinate all field activities of the Department.
4. Expanded the Disability Determination program to process applications for the Supplemental Security Income program.
5. Established six area councils on aging and compiled and distributed a senior citizens resource book.
6. Put into operation a reporting system for child abuse in participation with the National Clearinghouse on Child Neglect and Abuse.
7. Established a system for making the first payment for Aid to Dependent Children at the county level resulting in faster service to recipients and a reduction in expenditures from county poor funds.



PROGRAM INVENTORY  
and  
COST ANALYSIS SUMMARY

Program	Fiscal Year Ended		Amount	Percent	
	June 30, 1974	June 30, 1973	Increase (Decrease)	Increase (Decrease)	
Economic Assistance:					
Medical Assistance					
Regular Medical Assistance.....	\$17,880,270	\$15,576,309	\$2,303,961	14.8	
Institutional Medical Assistance..	2,306,564	1,662,814	643,750	38.7	(1)
Medical Premiums.....	<u>477,991</u>	<u>244,692</u>	<u>233,299</u>	95.3	(1)
Subtotal Medical Assistance.....	\$20,664,825	\$17,483,815	\$3,181,010	18.2	
Old Age Assistance.....	976,057	1,952,591	( 976,534)	(50.0)	(2)
Aid to Dependent Children.....	12,286,712	10,930,751	1,355,961	12.2	
Aid to Needy Blind.....	93,861	222,713	( 128,852)	(57.9)	(2)
Aid to Disabled.....	1,757,776	3,139,826	(1,382,050)	(44.0)	(2)
General Relief & Contingencies....	457,533	756,935	( 299,402)	(39.6)	(3)
Supplemental Security Income.....	<u>77,500</u>	<u>-0-</u>	<u>77,500</u>	100.0	(4)
Total Economic Assistance.....	\$36,314,264	\$34,486,631	\$1,827,633	5.3	
Social Services:					
Services Delivery.....	\$ 5,066,289	\$ 3,315,958	\$1,750,331	52.8	(5)
Day Care.....	1,248,453	1,101,663	146,790	13.3	
Foster Home Care.....	<u>1,173,426</u>	<u>915,751</u>	<u>257,675</u>	28.1	
Total Social Services.....	\$ 7,488,168	\$ 5,333,372	\$2,154,796	40.4	
Eligibility Determination.....	\$ 3,321,586	\$ 2,512,538	\$ 809,028	32.2	
Centralized Services.....	1,127,722	953,268	174,454	18.3	
Special Services (Staff Development)..	294,492	815,925	( 521,433)	(63.9)	(5)
Vocational Guidance.....	3,470,432	2,826,084	644,348	22.8	
Disability Determination.....	481,765	279,173	202,592	72.6	(6)
Youth Development.....	261,212	200,864	60,348	30.0	
Visual Services.....	573,207	443,022	130,185	29.1	
Aging Services.....	1,153,257	494,463	658,794	133.2	(7)
Veterans Affairs.....	<u>211,072</u>	<u>184,012</u>	<u>27,060</u>	14.7	
TOTAL PROGRAM COSTS.....	\$54,697,157	\$48,529,352	\$6,167,805	12.7	

- (1) Increase caused by increased number of recipients in addition to increased cost of service.
- (2) Decrease results from grant programs for aged, blind, and disabled being transferred to the Federal Supplementary Security Income program effective January 1, 1974.
- (3) Decrease due to reduced grant-in-aid requirement to counties.
- (4) This a new cost resulting from the Supplementary Security Income program which requires that persons transferred to SSI on January 1, 1974 be supplemented to the grant level received prior to transfer.
- (5) Curriculum development costs charged to the Staff Development program during fiscal year 1973 were charged to Social Services program in fiscal year 1974.
- (6) The 100% Federally Funded Disability Determination program was expanded during fiscal year 1974 to determine disability for Supplemental Security Income applicants.
- (7) Aging Services program was expanded as the result of additional Federal Funds being received for projects involving the aging.



PROGRAM INVENTORY  
and  
COST ANALYSIS SUMMARY

Program	Total FY Ended 1974	Category of Expenditure			
		Personal Services	Operating Expenses	Capital Expenditures	Assistance Grants Benefits & Claims
Economic Assistance	\$36,314,264				\$36,314,264
Social Services	7,488,168	\$3,498,420	\$1,552,695	\$ 15,174	2,421,879
Eligibility Determ.	3,321,566	1,843,926	1,470,556	2,212	4,872
Centralized Services	1,127,722	696,916	411,290	19,516	
Special Services	294,492	175,474	118,915	103	
Vocational Guidance	3,470,432	719,363	350,461	45,021	2,355,587
Disability Determ.	481,765	245,163	196,549	17,049	23,004
Youth Development	261,212	135,319	36,547	2,677	86,669
Visual Services	573,207	249,986	84,819	8,214	230,188
Aging Services	1,153,257	94,391	87,222	2,076	969,568
Veterans Affairs	211,072	172,708	37,676	659	29
Total Expenditures	<u>\$54,697,157</u>	<u>\$7,831,666</u>	<u>\$4,346,730</u>	<u>\$112,701</u>	<u>\$42,406,060</u>

Source of Funding

	Total
General Fund	\$11,977,767
Federal & Private Revenue Fund	12,169,027
Federal & Private Grant Clearance Account	25,015,031
Agency Fund - Industrial Accident Board	78,175
County Welfare Department Funds	<u>5,457,157</u>
Total Funds	<u>\$54,697,157</u>





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## PROGRAM ANALYSIS

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### ECONOMIC ASSISTANCE PROGRAM

#### Goal:

- To meet day-to-day living expenses of needy Montanans at a standard of living compatible with decency and health through financial assistance and food supplements and to supply medical needs through the Medical Assistance Program.

#### Objectives:

- To establish policy for administration of the following programs: Aid to Dependent Children, General Assistance, Food Stamps and Commodity Distribution, and Disregard of Indian Income.
- To provide a state-wide uniform system for determining eligibility for public and medical assistance.
- To provide equal treatment to persons in similar circumstances.
- To administer nursing home standards and assure proper care of patients in these facilities.

#### Evaluation:

- Provided--through county welfare departments--money payments, medical care and cash supplements to approximately eight percent of Montana's population. This is about four percent more than last year because outreach programs were developed to better inform the population of its rights and available services.
- Put into operation the Dikewood and Montana Foundation eligibility records computer services to provide more efficient eligibility determination and swifter payment of bills from providers.
- Allowed all recipients thirty (30) days hospitalization when medically justified and expanded the drug program to cover 98 percent of the cost of all necessary prescriptions.
  - Increased utilization review in nursing homes.
  - Devised cost reimbursement formula to accurately determine nursing home costs.
  - Started "intermediate B" plan which allows nursing home operators to be paid actual costs rather than an arbitrary figure and requires nursing homes to



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## PROGRAM ANALYSIS

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(Economic Assistance, cont'd)

meet strict health standards.

### Eligibility Determination

#### Goal:

- To provide state-wide uniform determination of eligibility for Aid to Dependent Children, Medically Needy and Food Stamps and Commodity Programs and to provide a disregard of Indian Income consistent with cultural patterns and values of each reservation.

#### Objectives:

- To provide equal treatment in determining eligibility and providing services to persons in similar circumstances.
- To provide service to eligible persons as quickly as possible.
- To reduce the number of ineligible persons receiving assistance through Quality Control.

#### Evaluation:

- Transferred adult programs (Aid to the Aged, Blind and Disabled) to the Social Security Administration.
- Instrumental, through Disregard of Indian Income Project, in getting the Social Security Administration to give the same disregard included in the project to all SSI recipients on Montana Indian Reservations.
- Increased assistance payments to Families with Dependent Children.
- Increased income level and coupon allotment for food stamps.
- Helped establish consumer affairs education on each Indian Reservation to help Indians understand how to best utilize their money and to be sure they receive the same rights as non-Indians in dealing with businesses.
- Extended the Food Stamp Program to cover all counties and Indian Reservations with the exception of Madison County which was exempted by district court ruling.
- Extended the Food Distribution Program on all Indian Reservations to July 1, 1977.



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## PROGRAM ANALYSIS

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(Economic Assistance, cont'd)

- Began writing assistance checks under the Montana Income Maintenance System on June 1, 1974.
- Counties began writing first payment checks for Aid to Dependent Children.
- Reduced the number of over-payment errors.



## PROGRAM ANALYSIS

### SOCIAL SERVICES

#### Goal:

- To provide public social services directed toward achieving, to the fullest extent possible, social rehabilitation, self-care and economic independence for individuals and families.

#### Objectives:

- To license day care homes and centers and to set and enforce standards for day care children.
- To assist in the implementation of public funded kindergartens.
- To implement a child welfare public education campaign.
- To procure \$25,000 in local government funds for child care programs.
- To expand summer and after-school child care programs throughout the state.
- To define concerns and consider ways to create better life styles for children and youth of Montana.
- To provide for children foster family care on a temporary or permanent basis.
- To provide institutional care for children in need.
- To implement the central registry for reporting cases of child abuse and neglect.
- To place children in adoptive homes.
- To license and set standards for all private child care and child placing agencies.
- To provide day care services for pre-school children of migrant workers.
- To provide protective services to developmentally disabled persons and children in custody who have Indian monies, OASI or veterans' benefits.
- To purchase services for needy persons that the agency is not equipped to supply.
- To provide family planning services.





## PROGRAM ANALYSIS

(Social Services, cont'd)

- To help assure early periodic screening for children of families receiving Aid to Dependent Children.
- To work with the Department of Employment Security to expand the Work Incentive Program (WIN).
- To provide opportunities for developmentally disabled adults to receive care and training in day-to-day activities.
- To achieve de-institutionalization for the developmentally disabled.

### Evaluation:

- For the first time since licensing of day care centers and homes began, placed major concern on what happens to the child during his nine-hour day.
- Assisted elementary principals in producing a quality kindergarten program by bringing in consultants.
  - Produced a series of television spots advising parents and businessman of the value of a good setting for their children.
  - Produced state-wide billboards to encourage reporting child abuse cases to county welfare departments.
- Surpassed by nearly four times the \$25,000 amount in local government funds desired for new 4-C's programs which, when matched, provided more than half a million federal dollars.
- Assisted in the first major state-wide expansion of summer and after-school child care programs, including the development of summer programs in each major city.
- Through the Montana Advisory Council on Children and Youth (MACCY), young people and adults combined efforts to increase involvement in providing a quality environment and life for Montana's youth, to study the effects of state agencies and the 43rd State Legislature on Montana's young people and to begin to improve the combined role of youth and adults in creating better communities.



## PROGRAM ANALYSIS

(Social Services, cont'd)

- Provided foster family care for 949 children, an increase of 66 children during a two-year period.
- Provided institutional care for 105 children, an increase of nine (9) institutional placements.
- Began participation in the National Clearinghouse on Child Neglect and Abuse which helps enable Child Welfare Services to identify magnitude and cause of child abuse problems and to facilitate provision of protective services.
  - Placed 168 children for adoption, including 82 considered "hard to place" and placed 77 children in approved adoptive homes on a trial basis.
  - Implemented the subsidized adoption program and under it approved six cases despite limited medical assistance.
- Licensed the Casey Family Program, a new long-term child placement agency.
- Operated nine day care centers for pre-school children of migrant workers.
- Provided protective services to 438 developmentally disabled persons and to children in custody who have Indian monies, OASI or veterans' benefits.
- Arranged for purchase of services in the areas of legal services, specialized services to the developmentally disabled, day care, meals on wheels and transportation for a total of about \$1,269,335; 75 percent of which is federal matching monies.
- Placed emphasis of Family and Adult Services Bureau on family planning.
- Encouraged social workers, in cooperation with the Department of Health and Environmental Sciences and the SRS Medical Assistance Bureau, to emphasize early periodic screening, making Montana one of the nation's leading states in providing this service to children whose families receive Aid to Dependent Children payments.
- Placed 787 recipients of Aid to Families with Dependent Children in the Work Incentive Program thereby saving the state about \$60,000 in welfare payments and supplied



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## PROGRAM ANALYSIS

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(Social Services, cont'd)

supportive services to 85 percent of these people which helped keep them involved in training and employment.

- Increased the number of community programs serving the developmentally disabled by 562 percent since December 1973.
- Currently providing services to 2,502 developmentally disabled persons.
- De-institutionalized about 140 developmentally disabled adults.
- Developed six group homes which serve 32 developmentally disabled adults.
- Developed an independent apartment living plan for three developmentally disabled adults.

In summary, 4-C's believes quality day care is vital to all "working poor" families so it hopes to get approval of funding to provide low-cost day care for non-welfare working families.

Also, due to success at the start of a foster care placement plan for developmentally disabled children, three youngsters have been taken into private homes since the end of FY'73-'74 and 15 more children are expected to be placed.



## PROGRAM ANALYSIS

### CENTRALIZED SERVICES

#### Goal:

- To provide effective staff support and administrative services to the operating programs of the Department of Social and Rehabilitation Services.

#### Objectives:

- To provide operating programs with meaningful and timely information.
- To establish and maintain effective systems for fiscal accountability.
- To maximize federal financial participation through refinement of cost allocation plans.
- To provide personnel services responsive to the needs of management and employees.
- To improve services and reduce manual tasks by use of automatic data processing.

#### Evaluation:

- Personnel policy manual was written and distributed to all department offices throughout the state in order to have information immediately available and to enhance uniform application of policy.
- Established the Field Services Division to coordinate actions between the State Administration and SRS and between the state and local branches of SRS.
  - Established procedure to have each first payment for Aid to Dependent Children paid at the county level resulting in faster service to recipients and increased federal financial participation in the payment.
  - Reduced issuance of warrants through a net reimbursement procedure between county and state offices.





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## PROGRAM ANALYSIS

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### STAFF DEVELOPMENT

#### Goal:

- To increase the competence of staff through training in order to assure the highest quality service to those people served by SRS programs.

#### Objectives:

- To provide orientation to all new employees of SRS.
- To provide in-service training to help new employees increase their skills and competence to fully attain or surpass the standards set for the job.
- To provide educational leave for employees to attend special training sessions.
- To provide stipends in formal educational settings for staff to enable them to improve their skills and advance to more responsible positions.
- To provide work experience for potential professional staff interested in a career in social work or rehabilitation counseling.
- To participate in grants to colleges for development of undergraduate curriculum in the area of social work.
- To provide a basic library relating to specific agency programs.

#### Evaluation:

- Conducted orientation for a total of 166 new employees in 16 sessions for a total of 1,283 man days.
- Provided 57 in-service training workshops to 1,355 persons for a total of 2,259 man days.
- Made educational leave available to 599 employees totaling 2,033 man days.
- Provided educational stipends to 10 persons.
- Provided work experience for 21 potential professional staff members.



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## PROGRAM ANALYSIS

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(Staff Development, cont'd)

- Coordinated two grants to Montana colleges for development of undergraduate curriculum in social work.
- Participated in the selection of books for the state library to be utilized by SRS employees and provided a basic informational program to SRS employees.



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## PROGRAM ANALYSIS

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### VOCATIONAL GUIDANCE

#### Goals:

- To deliver rehabilitation services essential to promoting the restoration of handicapped Montanans of employable age to their fullest physical, mental, social and vocational usefulness with emphasis on first serving the most severely disabled.
- To insure effective establishment and utilization of rehabilitation facilities and special rehabilitation projects in Montana by rehabilitation clients and others.

#### Objectives:

- To increase the quality of services.
- To improve referral, outreach and follow-up procedures.
- To expand services to greater numbers of national and state priority groups, severely disabled persons, industrially disabled persons, disabled American Indians, disabled public assistance recipients and alcohol and drug addicts.
- To regulate establishment and growth of work-study programs.
- To increase the number of industrial accident beneficiaries, social security beneficiaries and supplemental security income recipients served and successfully rehabilitated.

#### Evaluation:

- With the cooperation of the Office of the Superintendent of Public Instruction, established new audiological units in Bozeman and Missoula to extend regional audiological screening, evaluation, referral and treatment.
- Established an upper extremity clinic and two pain clinics that assisted 20 clients.
- Participated with staff from Visual and Social Services in special training sessions including job seeking skills and services for the developmentally disabled, the deaf and persons with diabetes and renal failure.
- Hired two aides to work with public assistance clients.



## PROGRAM ANALYSIS

(Vocational Guidance, cont'd)

- Provided special training to staff members in delivery of services to alcoholic or drug addicted clients.
- New referrals were up approximately 800 for FY '73-'74.
- Served 9,765 clients during FY '73-'74. As of June 30, 1974 5,992 cases remained open and 1,275 clients had been rehabilitated.
  - Served 1,391 severely disabled clients and rehabilitated 574 or 45 percent.
  - Served 743 industrially disabled clients. Ninety-five were rehabilitated as "successfully employed" at an average salary of \$6,393 and an average cost of \$1,027.
  - Served 1,025 Indians on all seven Montana reservations and rehabilitated 141.
  - Served 1,190 clients receiving public assistance. Of these 194 were rehabilitated.
  - Served 998 alcoholic clients, 300 of whom received services in a halfway house.
  - Served 140 drug addicted clients and rehabilitated 19.
  - Served 707 public offender clients and rehabilitated 120.
  - Served 272 emotionally ill clients and rehabilitated 75.
  - Provided minor medical services for 194 Manpower Training and Development clients.
  - Served 52 Concentrated Employment Project clients of which 34 were rehabilitated.
  - Evaluated 69 clients at the amputee clinic; fourteen cases were closed and 26 were rehabilitated.
  - Evaluated 90 clients in one of the three rehabilitation committees. Thirty-one became closed status and 26 were rehabilitated.
- Provided 414 mentally retarded secondary school students with rehabilitative services while in school and successfully placed 65 on jobs either in competitive employment or in sheltered workshops.





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## PROGRAM ANALYSIS

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(Vocational Guidance, cont'd)

- Rehabilitated 80 Social Security beneficiaries with 441 remaining on the active caseload at the end of FY '73-'74 and handled 973 Social Security beneficiary referrals of which about 34 percent were accepted services.
- Rehabilitated 16 SSI beneficiary clients with 366 remaining on the active caseload.

### Summary:

On January 1, 1974, the Vocational Rehabilitation Amendments went into effect, which is causing a change in the direction of the program. The final federal guidelines have not been developed, however, a change in philosophy was begun during the last six months of FY '73-'74. Primary emphasis of the program will now be to provide first priority vocational rehabilitation services to the severely disabled. This will mean a substantial number of additional responsibilities creating a need for additional staff and increasing costs to meet federal responsibilities.



## PROGRAM ANALYSIS

### DISABILITY DETERMINATION

#### Goal:

- To determine the extent, severity and duration of an applicant's mental or physical impairment and to reach a quality disability decision as rapidly as possible.

#### Objectives:

- To process all Montana applications for social security and supplemental security income disability benefits.
- To make disability decisions for the Medically Needy Program.

#### Evaluation:

- Despite an increase due to assuming responsibility for SSI disability claims of 2,318 claims more than the usual workload of 5,100 social security disability claims, plus 618 "rollback" claims from a Congressional technical amendment, the Disability Determination Bureau decreased its pending workload from 1,500 claims (ten weeks work) in March 1974 when SSI was added, to fewer than 600 claims (four weeks work) for social security and SSI by the end of June 1974.
- Despite the addition of SSI claims, increased the number of determinations from 4,775 in FY '72-'73 to 7,449 in FY '73-'74, requiring only 5.3 additional man years.
- Medical case processing time per application was maintained at a level of 26 days, keeping Montana in the top ten of all states in processing time.
- Despite a sizeable increase in workload, the pending load for medical claims remained at four weeks work.
- Number of cases pending over 70 days was reduced from seven to four percent.
- Maintained a median case processing time of 26 days.
- Reduced percentage of all cases pending over 70 days to five percent.
- Maintained average cost per case at the FY '72-'73 level of \$43.27.



## PROGRAM ANALYSIS

### SERVICES TO THE AGED

#### Goal:

- To provide direct services necessary for the transition into retirement and to provide a healthy and enjoyable environment for Montana's senior citizens.

#### Objectives:

- To establish County Councils on Aging in all 56 Montana counties.
- To implement a new State Plan for Aging Services in Montana.
- To compile and publish a senior citizens resource book.
- To administer a nutrition project and the Foster Grandparent Program.
- To assist, in conjunction with the Citizens Advocate's Office, in implementing the Model Project Grant and to administer other grants to the bureau.

#### Evaluation:

- Set up 51 of the 56 County Councils on Aging.
- In compliance with the new State Plan, set up six Area Councils on Aging and made plans for a seventh which would include the Indian Reservations.
- Compiled and distributed more than 800 copies of a senior citizens' resource book of names and addresses of agencies and individuals that work with older citizens of Montana.
  - Expanded the nutrition program to cover five areas and more than 17 individual feeding sites.
  - Provided for refunding of Montana's Foster Grandparent Program which currently is operating in three major cities.
  - Employed more than 50 people under the Model Project Grant for a senior citizens' hotline.
  - Administering more than \$2,250,000 in various grants for older Americans.



## PROGRAM ANALYSIS

### VISUAL SERVICES

#### Goal:

- To provide vocational rehabilitation and assistance in learning to live as independently as possible to individuals throughout Montana who are totally blind, partially sighted or have an eye condition that may lead to blindness.

#### Objectives:

- To restore sight or prevent blindness whenever possible through medical services.
- To assist the blind or visually impaired in reaching their employment goal either within or outside the home.
- To provide orientation-mobility training to enable the blind to travel independently with maximum safety.
- To assist blind individuals in developing daily living skills so they can live as independently as possible.

#### Evaluation:

- More than 200 blind and visually impaired individuals, including 14 on public assistance, received medical assistance.
- Seven vending stands run by blind individuals are in operation throughout the state, and 21 small businesses run by blind and visually impaired persons are in various stages of operation and planning.
- Thirty-four individuals in all stages of mobility development have been assisted through the Orientation-Mobility Program.
- Two legally blind rehabilitation teachers were hired under a new program to work with newly blinded persons and those blind who are basically homebound to help them develop daily living skills for independent living.





## PROGRAM ANALYSIS

### YOUTH DEVELOPMENT

#### Goal:

- To reduce juvenile delinquency and promote youth development.

#### Objectives:

- To provide youth with access to socially acceptable and gratifying rolls.
- To prevent premature and negative labeling of youth.
- To eliminate alienation between youth and adults through development of state and local youth service systems.
- To obtain maximum program benefit from the \$50,000 in state funds allocated to the Y.D. Bureau by using these funds to encourage other local, state and federal funding sources to redirect their priorities toward youth development and delinquency prevention.

#### Evaluation:

- Expanded the Rock Creek Summer Camp to include Outward Bound, a program to increase self-awareness and character building through challenge and success in an intensive outdoor experience.
- Developed and implemented the Great Falls Learning Center, an alternative school for dropouts and potential dropouts in coordination with the Montana Committee for the Humanities, the Montana Arts Council, the local school district and other local institutions.
- Funded the Governor's Council on Physical Fitness, Recreation and Lifetime Sports.
- Provided for high school classes on the Montana Youth Court Act and legal services for Helena's youth through the Juvenile Defender Project which YDB co-sponsors with the City of Helena.
- Provided testimony to the legislature on the Montana Youth Court Act and other youth related legislation.
- Served as liaison with the legislature for Montana's juvenile probation officers.



## PROGRAM ANALYSIS

(Youth Development, cont'd)

- Funded experts on the use of volunteers in probation for a Volunteers in Corrections workshop.
- Provided planning time and funding for a Judicial District Youth Guidance Home Parents Training Seminar in conjunction with the Aftercare Division of the Department of Institutions and the Board of Crime Control.
- Planned, designed and implemented two short-term group homes in Anaconda and Helena for temporary care of troubled youth.
- Formed a local coalition to bring about a coordinated, cooperative approach to the operation of summer youth programs in Missoula.
- Provided funding and consultation to implement summer recreation programs at Augusta, Whitehall, the Blackfeet Community Free School and Stewart Homes in Helena.
- Established a new approach to community education in Great Falls through the Communiversity Project where youths contacted individuals in the city to provide teachers for areas of learning where interest was demonstrated by the community.

Received operating and project funds of <sup>\$170,000</sup> ~~██████~~ from the Department of Health, Education and Welfare and brought about a redirection of an additional \$102,000 from other local, state and federal monies.



## PROGRAM ANALYSIS

### VETERANS SERVICES

#### Goal:

- To aid veterans, or dependents of veterans, in receiving all benefits to which they are entitled from the Veterans Administration.

#### Objectives:

- To advise every veteran and his dependents of available benefits and to assist them in filing for the benefits.
- To act before the Veterans Administration as the accredited representative of veterans and their dependents.
- To provide itinerate service to each county of the state from the ten Veterans Affairs field offices.
- To obtain any necessary supportive documentation for claims filed before the Veterans Administration.

#### Evaluation:

- Maintained a high level of contacts (48,331) despite limited personnel.
- Filed 3,334 claims for veterans and their dependents.
- Obtained a total of \$5,653,218.43 for claimants, including payments for compensation and pensions, death, educational assistance and insurance.
- Retained representation of 37,464 veterans and their dependents.
  - Participated with the Veterans Administration in conducting veterans workshops with service officers and interested individuals.
  - Conducted service officers workshops in conjunction with Veterans Administration training sessions to familiarize service officers with new procedures and laws.



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## PROGRAM ANALYSIS

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(Veterans Services, cont'd)

- Service officers conducted service organization workshops in their districts to acquaint the organizations with new and proposed legislation.
- Obtained and filed with the Veterans Administration the following documents necessary for the completion of compensation, pension and educational assistance claims: 970 marriage certificates, 1,525 birth certificates, 397 divorce decrees, 418 death certificates.

